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Policy 7.01 Plan
2014-15 Annual Plan and Progress Report
American Indian Community Center
and
Region 1 Community Services Division
March 19, 2014

Implementation Plan				Progress Report
(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update
Work together to maintain open communication with the American Indian Community Center to identify issues/gaps in service to Recognized American Indian Organizations (RAIOs); recognize needs of Native American clients and communities; and, determine if the current programs and policies meet the needs.	Describe efforts to facilitate positive working relationships to define needs. Make use of surveys and research completed by tribal staff to make program enhancements, where possible, to improve services to Native American clients.	Identify and develop a plan to resolve issues cooperatively.	Carol Lee, Region 1 Regional Administrator leeca@dshs.wa.gov 509-227-2868 Susan McMinimy CSO Administrator, Spokane Maple CSO weltosj@dshs.wa.gov 509-227-2444 Mike Midkiff CSO Administrator,	We would like to see increased interaction with the American Indian Community Center to stay current with their most challenging needs.

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			Spokane WorkFirst CSO midkimj@dshs.wa.gov 509-227-2727 Francis Devereaux Director, American Indian Community Center (AICC) francisd@aiccinc.org 509-535-0886	
	Discuss and document outstanding issues/gaps in service at meetings with the American Indian Community Center.	Attach meeting minutes, correspondence, reports, and other documentation.	Carol Lee Susan McMinimy Mike Midkiff AICC Representatives	Meetings to address issues and/or share information can be held either on a regular basis or as requested.

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Provide pertinent statistics on Native American community and participant populations, numbers of Native American participants served, and other relevant data.	Work closely to provide accurate information in a timely manner Complete ‘ad-hoc’ requests to Headquarters staff that will allow us to assist AICC in the identification of numbers of Tribal members is a specific area receiving financial assistance under specific program types.	Assist Tribes and RAIOS in developing plans and support grant applications as well as other program enhancements they identify.	Carol Lee, Susan McMinimy Mike Midkiff AICC Representatives	CSOs continue information-sharing with tribes on clients that are shared by both programs.															
				Number of Tribal Families receiving benefits through the CSOs: Statewide Totals: September 2013 (2012):															
				<table><tr><td>Program</td><td>September 2013</td><td>September 2012</td></tr><tr><td>Basic Food</td><td></td><td></td></tr><tr><td>Medical</td><td></td><td></td></tr><tr><td>TANF</td><td></td><td></td></tr><tr><td>ABD/MCS</td><td></td><td></td></tr></table>	Program	September 2013	September 2012	Basic Food			Medical			TANF			ABD/MCS		
				Program	September 2013	September 2012													
				Basic Food															
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Note: Awaiting data from HQ Data Research. Will update and re-submit.																			

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Ensure efforts are made to recruit/hire Native American staff to meet the overall DSHS goal of having a diverse workforce.	Region 1 will work to develop recruitment efforts for tribal staff.	Document local recruitment and discussions with AICC of recruitment efforts.	Carol Lee, Susan McMinimy Mike Midkiff AICC Representatives	Strategies have been discussed to continue to try to recruit and hire Native American applicants when filling positions.
	Training will be provided by AICC and Region 1 CSD to staff of each organization to improve understanding of career opportunities and how each system works.	Document training plans and opportunities provided.	Carol Lee, Susan McMinimy Mike Midkiff AICC Representatives	DSHS stands ready to share information regarding job qualifications, salaries, and how to assist interested applicants with navigating the NeoGov/Careers process.
Work together to develop MOUs or	Establish a process for discussion of needed	Document all discussion with	Carol Lee, Susan McMinimy	Region 1 CSD will coordinate and participate in meetings with AICC and,

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processes to provide quality services to all.	agreements.	AICC of process to define and negotiate agreements.	Mike Midkiff AICC Representatives	where necessary, formalize initiatives into memoranda of agreements.
Train Region 1 CSD staff on major principles of Federal Indian Law.	Ensure Region 1 CSD staff has access to the training provided by the Governor's office, DSHS, and other Region 1 CSD resources.	Build a strong understanding, both of the principles of Federal Indian Law and government-to-government relationships.	Carol Lee, Susan McMinimy Mike Midkiff AICC Representatives	Increased levels of DSHS hiring since Summer 2013 have created a requirement for government-to-government training for new staff. Refresher training will also be offered to seasoned staff. Goal will be to complete these training sessions by August 2014.

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Promote and communicate training opportunities with AICC.	Monitor all staff training sessions, identify available training slots, and invite participation by AICC staff	Contribute to training opportunities for AICC staff	Carol Lee, Susan McMinimy Mike Midkiff AICC Representatives	Although this has occurred in the past for some tribes, this new goal/objective is for a continued effort to ensure maximum participation in training opportunities. Examples include trainings in LEAN, CPR/First Aid, team-building, etc.